

# Advising Process – Spring 2025

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Advising will be in three phases and the procedure remains the same.

1. Pre-advising is mandatory and it ends on **Dec 29, 2024**.
2. Faculty evaluation is mandatory for Phase-1 advising.
3. All payments must be clear by **Dec 22, 2024**, to be considered for Phase-1.
4. All students will have slots including probation (1 to 3), but it will be conditional.
  - a. Probation 2: Must visit Chair
  - b. Probation 3: Must visit Chair with Parent
5. Probation 4 and above students will be allowed conditionally from Phase-2.
6. **Reasons for disqualification from advising Phase-1:**
  - Missing pre-advising
  - Payment is due or not completed as of Dec 22, 2024.
  - Missing faculty evaluation.
  - Student missed advising for 2 or more consecutive semesters without permission.
  - Unauthorized semester drops.

## **Phase 1 - Pre-advised based advising: (Jan 5, 2025 – Jan 7, 2025)**

1. Advising will be based on students' pre-advising course selections.
2. Students can add, drop, and change sections accordingly.
3. Each student will have two slots per day.

## **Phase 2 - Slotless advising (Jan 8, 2025 – Jan 9, 2025)**

1. There are no pre-fixed slots in this phase unlike Phase-1. It's an equal opportunity for all. A dynamic slot could be imposed if the student number exceeds a certain limit.
2. Pre-advising restriction will be removed. All courses will be visible to all students.
3. Students can add, drop, and section change.
4. **Faculty Initials** will be visible

## **Phase 3 – Drop less advising (Jan 15, 2025 – Jan 21, 2025)**

1. Advising will remain open for all students except for the Freshman.
2. Students can add course
3. Section change is allowed.
4. Drop is allowed after payment
5. Dropped course could not be re-advised